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**MINUTES OF MEETING  
NORTH SUMTER COUNTY  
UTILITY DEPENDENT DISTRICT**



The Meeting of the Board of Directors of the North Sumter County Utility Dependent District was held on Tuesday, April 17, 2012 at 9:00 a.m. at the District Office Board Room, 1894 Laurel Manor Drive, The Villages Florida, 32162.

**Board members present and constituting a quorum:**

Gary Davis	Chairman
Fred Gibbons	Vice Chairman
Charlie Smith	Board Director
Erik Greulach	Board Director
Diane Spencer	Board Director

**Staff Present:**

Janet Tutt	District Manager
Archie Lowry	District Counsel
David Miles	Finance Director
Michael Tucker	Village Public Safety Fire Chief
Brittany Wilson	Executive Assistant
Bernadette Nataline	Administrative Operations Coordinator
Candice Lovett	Staff Assistant

**FIRST ORDER OF BUSINESS:**

**Call to Order**

**A. Roll Call**

Chairman Davis called the meeting to order at 9:00 a.m. and stated for the record that all Board Directors were present representing a quorum.

**B. Pledge of Allegiance**

At Chairman Davis' request, Board Director Greulach led the Pledge of Allegiance.

**C. Audience Comments**

There were no audience comments.

**SECOND ORDER OF BUSINESS:**                      **Approval of the Minutes held on February 21, 2012**

<b>On MOTION by Charlie Smith, seconded by Fred Gibbons, with all in favor, the Board approved the Minutes for the Board Meeting held on February 21, 2012.</b>
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**THIRD ORDER OF BUSINESS:**                      **Financial Statements as of March 31, 2012**

David Miles, Finance Director, reviewed the cash analysis report prepared on March 28, 2012 and identified the balances for the North Sumter Utility (NSU) as \$3,711,808 and the Villages Water Conservation Authority (VWCA) as \$6,281,586 which were distributed among the Citizens First Bank (CFB) and State Board of Administration (SBA) accounts, Florida Municipal Investment Trust (FMIvT) 1-3 year bond fund and Florida Local Government Investment Trust (FLGIT) accounts. The budget to actuals for the month ending March 31, 2012 were provided to the Board and Mr. Miles referred to the Consolidated Report representing 50% of the fiscal year and advised the total available revenues to date are at 57.41%. The District's Operating Expenditures are at 47.73% and Overall Expenditures are at 52.65%, due to 100% paid debt service principal for the year. The District's change in Unreserved Net Assets was a positive \$242,852 and a positive \$1,390,211 year-to-date.

Mr. Miles advised there were a few corrections to the Audited Financials presented to the Board at the February meeting and provided the Board with the updated information.

**FOURTH ORDER OF BUSINESS:**                      **Approval of Lease of Water Tower Space to Sumter County Board of County Commissioners**

Janet Tutt, District Manager, advised the Board the purpose of this Lease Agreement with Sumter County is to provide for the operation of the P25 radio communications equipment to be housed in a facility owned by North Sumter County Utility Dependent District (NCSUDD). Ms. Tutt stated the communications equipment will provide a substantial benefit for the residents of the community, as communications between The Villages Public Safety Department (VPSD) and Sumter County will improve.

Chairman Davis inquired if this communication network will provide for the ability for all emergency management agencies within Sumter County to be part of one communication system. Ms.



Tutt stated this communication system will provide improved communication between the two (2) entities.

Board Director Spencer inquired if the added communication equipment will interfere with the existing cell phone equipment. Ms. Tutt advised the equipment will be housed in different parts of the tower, so no interference will occur.

Mike Tucker, Chief, VPSD, stated the equipment on the tower is minimal and most the equipment would go into the building.

**On MOTION by Charlie Smith, seconded by Eric Greulach, with all in favor, the Board approved the Water Tower Lease Agreement with the Sumter County Board of County Commissioners and authorized the Chairman to execute the Agreement.**

**FIFTH ORDER OF BUSINESS:**

**Request Authorization to Advertise to Amend and Restated Chapter I of the District's Rule**

Mr. Miles advised the Board, there is a provision within the existing Rules of each District stating that a late fee can be assessed if a bill is paid late; however, there is no associated amount provided. Staff is requesting the Board provide Staff authorization to advertise to Amend and Restate the District's Rule to provide for a late penalty fee of 5% which would be assessed on the 26<sup>th</sup> day following the due date of the bill.

**On MOTION by Charlie Smith, seconded by Fred Gibbons, with all in favor, the Board authorized Staff to advertise for a public hearing for the purpose of amending and restating Chapter I of the District's Rule.**

**SIXTH ORDER OF BUSINESS:**

**Approval and Authorization for Trey Arnett, Engineer, Arnett Environmental LLC, to act as Agent of Record**

Ms. Tutt stated the Village Center Community Development District (VCCDD) has provided approval for Trey Arnett, District Engineer, to act as the Authorized Agent on behalf of Little Sumter Service Area (LSSA) and Villages Conservation Service Area (VCSA). Staff is requesting the Board

provide approval for Mr. Arnett to act as authorized agent on behalf of the District for North Sumter Utility (NSU) and Villages Water Conservation Area (VCSA). Ms. Tutt advised the Board this is a standard practice.

<p><b>On MOTION by Charlie Smith, seconded by Eric Greulach, with all in favor, the Board appointed Trey Arnett, of Arnett Environmental as the Authorized Agent of Record and authorized the Chairman to execute the Agreement.</b></p>
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**SEVENTH ORDER OF BUSINESS:      Clarification of budget timeline – Sumter County Ordinance 2010-10**

Ms. Tutt advised Staff has received clarification from Sumter County pertaining to Ordinance 2012-17, approved by the Sumter County Board of County Commission, and has been advised the District's Budget is to be submitted to the County Administrator no later than July 15<sup>th</sup> of each year.

**EIGHTH ORDER OF BUSINESS:      Staff Reports**

There were no Staff Reports

**NINTH ORDER OF BUSINESS:      District Counsel Reports**

There were no District Counsel Reports

**TENTH ORDER OF BUSINESS:      Supervisor Comments**

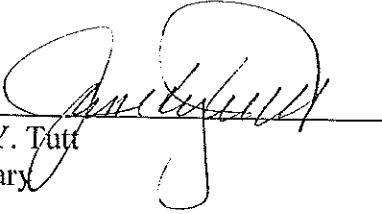
There were no Supervisor Comments

**ELEVENTH ORDER OF BUSINESS:      Adjourn**

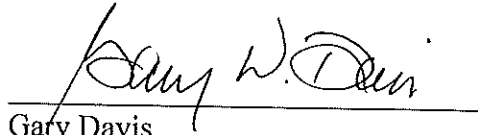
The meeting was adjourned at 9:21 a.m.

On MOTION by Diane Spencer, seconded by Eric Greulach, with all in favor, the meeting was adjourned.

Janet Y. Tutt  
Secretary

A handwritten signature in cursive script, appearing to read 'Janet Y. Tutt', written over a horizontal line.

Gary Davis  
Chairman

A handwritten signature in cursive script, appearing to read 'Gary W. Davis', written over a horizontal line.